

**Non-Infant Class Size and Secondary School Admission Appeal Form**

**Section 1**

Title: Mr/Mrs/Ms/Miss/Other (please specify) …….………………

First name: …………………….……………………………………………………………………………….

Surname: ………………………………………………………………………………………………….…...

Address: ……………………………………...………………………………………………………………...

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Town: ……………………………………………………………………. Post Code: ………………………

Daytime telephone number: ………………………………………………………………………………….

Email address: …………………………………………………………………………………………………

**Section 2**

Your child’s name: …………………………………………………………………………………………….

Your child’s age: ……………………………………………… and date of birth ………………………….

School you are appealing for: ……………………...………………………………………

School you have been offered: ……………………………………………………

Nursery or Pre/School your child attends: ……………………………………………..…...

Please indicate the year group and date you want your child to start school:

Year Group: ……………………………...…………Start date: ……………………….…………………

Will you be present at the hearing?..................................................................................................

The Hearing will take place using Zoom, as explained in the TIPS 2 Booklet. Please indicate below if you are unable to participate via video and outline your concerns, so that we can consider any reasonable adjustments.

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If your child is already at school and you want to change to a different school, please indicate the reasons for your request for a change of school:

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If your appeal is for entry into either Reception or Year 7 in September, your appeal will be held within 40 schools days from the deadline to submit an appeal form.

If your appeal is for entry into any other year group, your appeal will be held within 30 school days from its receipt.

If there are any dates that would be inconvenient for you or would prove difficult please list them below. (Every effort will be made to avoid such dates but cannot be guaranteed.):

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You may be accompanied by a friend or representative to assist you at the appeal hearing. Please provide details (including their contact details such as their email address) of any persons who may accompany you:

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**Section 3**

In determining an appeal, the panel has to make the following decisions:

a) whether the admission arrangements (including the area’s co-ordinated admission arrangements) complied with the mandatory requirements of the School Admissions Code and Part 3 of the School Standards and Framework Act 1998; and

b) whether the admission arrangements were correctly and impartially applied in the case in question.

The Panel **must** then decide whether the admission of additional children would prejudice the provision of efficient education or the efficient use of resources. In order to assist the Panel in making their decision, please answer the following questions.

When considering applications and offering school places, the admission arrangements must comply with:

* the School Admissions Code; and
* the Schools Standards Framework Act 1998.

Q1. Do you have any evidence to suggest that the admission authority when considering your application for a school place did not comply with the above bullet points? *Please put a cross (x) in the relevant box below.*

No, I do not have evidence that indicates the admission arrangements did not comply with the School Admissions Code and the Schools Standards Framework Act 1998, as I do not dispute this.

Yes, I have evidence to suggest that the admission arrangements did not comply with the School Admissions Code and the Schools Standards Framework Act 1998 (please provide further information below and your evidence with this appeal form).

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Admission authorities must correctly and impartially apply the published admission arrangements to your application for a school place. The admission arrangements set out the way in which applications should be processed and also includes the process of applying the oversubscription criteria. Therefore:

Q2. Do you have any evidence to suggest that the admission authority when considering your application for a school place did not correctly and impartially apply the published admission arrangements? (Please provide your evidence with this appeal form.) *Please put a cross (x) in the relevant box below.*

No, as I agree that the admission authority did correctly and impartially apply the published admission arrangements to my application.

Yes, I have evidence to suggest that the admission authority did not correctly and impartially apply the published admission arrangements (please provide further information below and your evidence with this appeal form).

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The Panel mustthen decide whether the admission of additional children would prejudice the provision of efficient education or the efficient use of resources. The Panel must not reassess the capacity of the school but must consider the impact on the school of admitting more children. In reaching a decision as to whether or not there would be prejudice the Panel may consider the following factors:

a) what effect an additional admission would have on the school in the current and following academic years as the year group moves through the school;

b) whether any changes have been made to the school’s physical accommodation or organisation since an admission number was originally set for the relevant year group;

c) the impact of the locally agreed Fair Access Protocol; and

d) the impact on the organisation and size of classes, the availability of teaching staff, and the effect on children already at the school.

Taking into account a) to d) above, please set out below the reasons why you consider admitting your child to your preferred school will not have a negative impact on the school known prejudice the provision of efficient education on the efficient use of resources.

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I confirm that I have been refused a place at the school for which I am appealing.

Signed: ………………………………………………………….. Date: …………………………………….

Please print your name: …………………………………………………..

Please submit this form online or by emailing [governance.support@torbay.gov.uk](mailto:governance.support@torbay.gov.uk) or in hard copy to:

Torbay Independent Appeals Panel

c/o Governance Support

Torbay Council

Town Hall

Torquay

TQ1 3DR